

Full Council

Minutes of meeting held in Council Chamber at County Hall, St Anne's Crescent, Lewes on 25 February 2019 at 6.00 pm

Present:

Councillor Stephen Gauntlett (Chair)

Councillors Johnny Denis (Vice-Chair), Sam Adeniji, Simon Barnes, Nancy Bikson, Liz Boorman, Julie Carr, Joanna Carter, Stephen Catlin, Mike Chartier, Sharon Davy, Will Elliott, Nigel Enever, Paul Franklin, Peter Gardiner, Bill Giles, Jackie Harrison-Hicks, Olivia Honeyman, Vic Ient, Tom Jones, Alex Lambert, Isabelle Linington, Ron Maskell, Elayne Merry, Susan Murray, Dave Neave, Tony Nicholson, Ruth O'Keeffe, Sarah Osborne, Julian Peterson, Robbie Robertson, Tony Rowell, Steve Saunders, Andy Smith, Richard Turner and Linda Wallraven.

Officers in attendance:

Robert Cottrill (Chief Executive), Peter Finnis (Assistant Director for Corporate Governance), Homira Javadi (Chief Finance Officer), Tim Whelan (Director of Service Delivery), Brian Mew (Interim Deputy Chief Finance Officer), Sarah Lawrence (Senior Committee Officer), Sean Towey (Head of Environment First) and Simon Russell (Committee and Civic Services Manager).

45 Minutes of the meeting held on 26 November 2018

The Minutes of the Meeting of the Council held on 26 November 2018 were approved as a correct record and signed by the Chair.

46 Apologies for absence

Apologies for absence were reported from Councillors Amy and Lorraine.

47 Declarations of interest

No declarations of interest were made.

48 Announcements

The Council received a list of the Chair and Vice-Chair of the Council's engagements carried out between 26 November 2018 and 25 February 2019. The Chair on behalf of the Council congratulated Councillor Carter on the birth of her baby since the last meeting.

The Leader of the Council announced that Lewes and Eastbourne Councils and East Sussex College Group had been confirmed by the Government as its preferred partners to take over the running of the University Technical College (UTC) in Newhaven.

49 Urgent items

There were no urgent items of business.

50 Questions from members of the public

No questions had been received from members of the public.

51 Petitions

No petitions had been submitted for the Council agenda in accordance with Council Procedure Rule 13.

52 Urgent decisions taken by the Cabinet or Cabinet members

It was confirmed that no urgent decision had been taken by the Cabinet or Cabinet members since the last meeting.

53 Council budget and setting of the council tax for 2019/20

Full Council received for consideration the recommendations from the meeting of the Cabinet held on 11 February 2019 (minute extracts for Cabinet and Scrutiny Committees in respect of the General Fund and Housing Revenue Account attached at items 9a and 9b to the agenda), and the report of the Chief Finance Officer tabled at the meeting setting out updated recommendations, based on the latest information and reflecting technical amendments that had been made to the Council Tax base figures, which had resulted in minor changes to the Town and Parish Council precepts.

Councillor Smith (Leader of the Council) moved, and Councillor Giles (Cabinet Member for Finance) seconded, the motion that:

‘The recommendations contained in the report of the Chief Finance Officer entitled ‘Council Tax Budget Summary and Setting of the Council Tax 2019/20’ as tabled be approved, and the recommendations of the Cabinet meeting held on 11 February 2019 in respect of Minute 62 ‘The Housing Revenue Account 2019/20’ and Minute 60 ‘General Fund Budget 2019/20’ be approved, subject to the amendments to the Cabinet recommendations set out in the Chief Finance Officer’s report tabled at the meeting’.

Councillor Osborne moved, and Councillor Smith seconded, five amendments to the budget as follows:

“1. Citizens’ science project - Air quality monitoring £10k - To provide residents with self-build sensors installed outside their homes that generate a

continuously updated particular matter map from the transmitted data. This could focus on areas not already covered by local authority equipment. The funding should include officer time and work with partners on the construction of the equipment and ensuring accurate calibration. The principle of the project is to kick start an air quality partnership with private funding for the monitors in the future and provide an education opportunity.

2. Biodiversity Improvements £10k - For supporting bio diversity improvements on Lewes District Council land using a variety of improvements including nest boxes and wildflower, and to use it as a catalyst for more community engagement and interest in their local bio-diversity. Funding is to include officer time using established teams and to work with partners (such as Plumpton Headway, Mind) on the construction / supply of material and delivery in local communities.

3. Trade & Investment Account Manager - £25k - To pilot the creation of a new Trade and Investment Account Manager focusing on attracting new investment to Lewes District and supporting businesses to grow, trade locally, nationally and internationally. Specifically targeting high growth scale-up businesses including priority sectors for the LEP, Newhaven Enterprise Zone and Greater Brighton City region.

4. Pop up and Flexible Business Space - The proposed investment set out in these proposals are a cost effective way of bringing back underutilised council-owned assets into productive use. Furthermore, the proposed use would directly contribute to economic growth by supporting micro businesses to expand. By their nature, micro businesses are locally-owned; providing an environment where they can grow will help their owners who are likely to be residents of the district. It also provides an environment where micro businesses can network and support each other thereby improving their resilience and increasing their longevity.

Cost to Develop Pop-Up Business Case –

Newhaven - It is proposed that development of pop-up space is funded in two phases:

Phase 1: £20K fund made available to fully develop a business case including the long-term viability assessment of growing pop-up office space in The Havens.

Phase 2: Up to £105K capital (from the capital programme to be ring-fenced) to invest in the refurbishment, should the business case show a good rental income based on a 5 year plan.

Lewes - It is proposed that development of pop-up space is funded in two phases:

Phase 1. £10k for a detailed and costed survey on 4 Fisher Street to understand the capital expenditure required. This will then inform a full business case.

Phase 2. Up to £300K capital (from the capital programme to be ring-fenced) to invest in the refurbishment, should the business case show a good rental income.

5. Recycling on the go bin roll out. £28k - To replace litter bins around the district with dual bins that allow residents to 'recycle on the go'. There are 40 further locations in the districts' main shopping areas where we can install the dual bins, extending the 'recycling on the go' scheme. "

Councillor Rowell moved, and Councillor Osborne seconded an amendment to Councillor Osborne' fourth item above in relation to 'Pop up and Flexible Business Space' as follows:

"In both instances Phase 2 last sentence states '...should the business case show a good rental income'. Amend to read '... should the business case show a sufficient return after allowing for a community benefit associated with the spaces being rented out, based on a 5 year plan'.

As Councillor Osborne accepted these changes, it was agreed these be incorporated into the wording of amendment 4.

The Leader of the Council, Councillor Smith and the Cabinet Member for Finance, Councillor Giles, then jointly delivered the budget speech. Councillor Osborne then spoke to her amendments, and other members of the Council had the opportunity to debate the budget and the proposed amendments.

Amendments 1, 2, 3, 4 (as amended) and 5 were then put to the meeting in turn and each was Declared Carried.

The substantive Council motion, incorporating the amendments was then put to a recorded vote and Declared Carried as follows:

Resolved – That approval be given to the following:

1. The recommendations as detailed in the reports from the Chief Finance Officer and the Director of Service Delivery to Cabinet on 11 February 2019, including an amended recommendation (i), and subject to the amendments set out above, including:
 - i). The General Fund net expenditure for 2019/20 of £13,457,400 and the growth and savings proposals.
 - ii). The charge for council tax for Lewes District Council 'general expenses' Band D is set at £187.08; an increase of 1.99%.
 - iii). Housing Revenue Account (HRA) income and expenditure proposals, including revised HRA budget for 2018/19 and the budget for 2019/20, rents and service charges and the arrangements for finalising Eastbourne Homes' management fee.
 - iv). General Fund capital programme as set out in the report of the Chief Finance Officer.
 - v). The Treasury Management Strategy and Prudential Indicators.
2. To note the updated Business Rates return to the Government (NNDR1) and the levy figures for the Business Rate pilot pool confirmed by the lead authority (Wealden District Council) set out in in Appendix 1(a) to the Officers'

Report, and to note Appendix 1(b) to the Officer's Report setting out the revised Reserves position.

3. That the expenses incurred by the Council set out below be approved as Special Expenses chargeable to the residents of each of the Town/Parish areas indicated and that any other expenses (excluding local precepts) incurred by the Council be approved as general expenditure for the purposes of Section 35 of the Local Government Finance Act 1992.

Town/Parish Area	Special Expense 2019/20 £
Lewes	334,370
Newhaven	155,620
Telscombe	53,400
Seaford	54,760
Peacehaven	37,930
Chailey	1,070
Ringmer	4,180
Total	641,330

4. That consequent upon a General Fund budget of £13,457,400 and other matters, the basic amount (Band D) of Council Tax for the Borough Council's functions will be £204.53 calculated as follows:

	General Expenses only £'000	Total including special items £'000
Gross Expenditure:		
General Fund	49,585	
HRA	19,186	
Business Rates payable to Government and Pilot	8,668	
	78,565	78,565
Special expenses		641
Parish and Town Council Precepts		3,729
Less Income:		
Service Income	(57,081)	
Other Government Grants	(3,256)	
Business Rates income	(11,292)	
Collection Fund Surplus (Council Tax)	(59)	
	(71,688)	(71,688)
COUNCIL TAX REQUIREMENT	6,877	11,247
Band 'D' Council Tax	£187.08	£305.96

5. That it be noted that at its meeting on 18 December 2018 the Cabinet (in exercise of powers delegated to them by the Council) delegated the final determination of the Council Tax Base to the Chief Finance Officer. The following calculations for the year 2019/20 have been made in accordance with regulations made under Sections 31(B)(4) and 34(4) of the Local Government Act 1992, as amended:-

- (a) 36,760.40 being the amount calculated by the Council, in accordance with regulation 3 of the Local Authorities (Calculation of the Council Tax Base) Regulations 1992, as amended, as its Council Tax Base for the year) Item T in the formula in Section 31B of the Local Government Finance Act 1992).

(b) <u>Part of the Council's Area</u>	<u>Tax Base</u>
Parish of Barcombe	633.0
Parish of Beddingham and Glynde	186.7
Parish of Chailey	1,298.8
Parish of Ditchling	1,128.4
Parish of East Chiltington	192.8
Parish of Falmer	65.5
Parish of Firle	123.1
Parish of Hamsey	258.3
Parish of Iford	91.7
Parish of Kingston	430.8
Town of Lewes	6,138.8
Town of Newhaven	3,739.1
Parish of Newick	1,103.3
Town of Peacehaven	4,717.6
Parish of Piddinghoe	125.9
Parish of Plumpton	665.7
Parish of Ringmer	1,879.5
Parish of Rodmell	210.0
Parish of St Ann Without	40.3
Parish of St John Without	27.2
Town of Seaford	9,544.1
Parish of Southease	23.3
Parish of South Heighton	269.8
Parish of Streat	81.1
Parish of Tarring Neville	9.2
Town of Telscombe	2,526.6
Parish of Westmeston	154.9
Parish of Wivelsfield	1,094.9

Being the amounts calculated by the Council, in accordance with regulation 6 of the Regulations, as amended, as the amounts of its Council Tax base for the year for dwelling in those parts of its area to which one or more special items relate.

6. That the following amounts be now calculated by the Council for the year 2019/20 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992, as amended:

(a)	£82,934,951	being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act.	
(b)	£71,687,900	being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.	
(c)	£11,247,051	being the amount by which the aggregate at 5(a) above exceeds the aggregate at 5(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act).	
(d)	£305.96	being the amount at 6(c) above (Item R), all divided by Item T (5 above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including local precepts).	
(e)	£4,369,781	being the aggregate amount of all special items referred to in Section 34(1) of the Act.	
(f)	£187.08	being the amount at 6(d) above less the result given by dividing the amount at 6(e) above by the amount at 4(a) above (Item T), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates,	
(g)	Parts of the Council's area		
	Barcombe	236.66	Piddinghoe 266.27
	Beddingham and Glynde	245.75	Plumpton 272.68
	Chailey	235.00	Ringmer 237.97
	Ditchling	262.65	Rodmell 243.49
	East Chiltington	214.60	St Ann Without 187.08
	Falmer	194.61	St John Without 187.08
	Firle	265.53	Seaford 273.23
	Hamsey	255.16	Southeast 187.08
	Iford	237.11	South Heighton 230.77
	Kingston	302.58	Streat 229.76
	Lewes	419.73	Tarring Neville 187.08
	Newhaven	360.79	Telscombe 297.43
	Newick	244.06	Westmeston 232.27
	Peacehaven	308.80	Wivelsfield 260.18
	Being the amounts given by adding the amount at 5(f) above, the amounts of the special items or items relating to dwelling in those parts of the Council's area mentioned above divided in each case by the amount at		

5(B) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.

(h) Parts of the Council's area

Council Tax Valuation Bands								
	A	B	C	D	E	F	G	H
	6/9	7/9	8/9	1	11/9	13/9	15/9	2
	£	£	£	£	£	£	£	£
Barcombe	157.77	184.07	210.36	236.66	289.25	341.84	394.43	473.32
Beddingham and Glynde	163.83	191.14	218.44	245.75	300.36	354.97	409.58	491.50
Chailey	156.67	182.78	208.89	235.00	287.22	339.44	391.67	470.00
Ditchling	175.10	204.28	233.47	262.65	321.02	379.38	437.75	525.30
East Chiltington	143.07	166.91	190.76	214.60	262.29	309.98	357.67	429.20
Falmer	129.74	151.36	172.99	194.61	237.86	281.10	324.35	389.22
Firle	177.02	206.52	236.03	265.53	324.54	383.54	442.55	531.06
Hamsey	170.11	198.46	226.81	255.16	311.86	368.56	425.27	510.32
Iford	158.07	184.42	210.76	237.11	289.80	342.49	395.18	474.22
Kingston	201.72	235.34	268.96	302.58	369.82	437.06	504.30	605.16
Lewes	279.82	326.46	373.09	419.73	513.00	606.28	699.55	839.46
Newhaven	240.53	280.61	320.70	360.79	440.97	521.14	601.32	721.58
Newick	162.71	189.82	216.94	244.06	298.30	352.53	406.77	488.12
Peacehaven	205.87	240.18	274.49	308.80	377.42	446.04	514.67	617.60
Piddinghoe	177.51	207.10	236.68	266.27	325.44	384.61	443.78	532.54
Plumpton	181.79	212.08	242.38	272.68	333.28	393.87	454.47	545.36
Ringmer	158.65	185.09	211.53	237.97	290.85	343.73	396.62	475.94
Rodmell	162.33	189.38	216.44	243.49	297.60	351.71	405.82	486.98
St Ann Without	124.72	145.51	166.29	187.08	228.65	270.23	311.80	374.16
St John Without	124.72	145.51	166.29	187.08	228.65	270.23	311.80	374.16
Seaford	182.15	212.51	242.87	273.23	333.95	394.67	455.38	546.46
Southeast	124.72	145.51	166.29	187.08	228.65	270.23	311.80	374.16
South Highton	153.85	179.49	205.13	230.77	282.05	333.33	384.62	461.54
Streat	153.17	178.70	204.23	229.76	280.82	331.88	382.93	459.52
Tarring Neville	124.72	145.51	166.29	187.08	228.65	270.23	311.80	374.16
Telscombe	198.29	231.33	264.38	297.43	363.53	429.62	495.72	594.86
Westmeston	154.85	180.65	206.46	232.27	283.89	335.50	387.12	464.54
Wivelsfield	173.45	202.36	231.27	260.18	318.00	375.82	433.63	520.36

Being the amounts given by multiplying the amounts at 6(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- To note that East Sussex County Council, East Sussex Fire and Rescue Authority and Police and Crime Commissioner for Sussex have issued precepts to the Council in accordance with Section 40 of the Local

Government Finance Act 1992, as amended, for each category of dwellings in the Council's area as indicated in the table below.

Council Tax Valuation Bands								
	A	B	C	D	E	F	G	H
	6/9	7/9	8/9	1	11/9	13/9	15/9	2
	£	£	£	£	£	£	£	£
Precepting Authorities								
East Sussex County Council	956.52	1,115.94	1,275.36	1,434.78	1,753.62	2,072.46	2,391.30	2,869.56
Sussex Police Authority	126.61	147.71	168.81	189.91	232.11	274.31	316.52	379.82
East Sussex Fire Authority	62.45	72.85	83.26	93.67	114.49	135.30	156.12	187.34

8. That having calculated the aggregate in each case of the amounts at 6(h) and 7 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2019/20 for each of the categories of dwellings shown below:

Council Tax Valuation Bands								
	A	B	C	D	E	F	G	H
	6/9	7/9	8/9	1	11/9	13/9	15/9	2
	£	£	£	£	£	£	£	£
Barcombe	1,303.35	1,520.57	1,737.80	1,955.02	2,389.47	2,823.91	3,258.38	3,910.04
Beddingham and Glynde	1,309.41	1,527.64	1,745.88	1,964.11	2,400.58	2,837.04	3,273.53	3,928.22
Chailey	1,302.24	1,519.28	1,736.32	1,953.36	2,387.44	2,821.51	3,255.61	3,906.72
Ditchling	1,320.67	1,540.79	1,760.90	1,981.01	2,421.23	2,861.45	3,301.69	3,962.02
East Chiltington	1,288.64	1,503.41	1,718.19	1,932.96	2,362.51	2,792.04	3,221.61	3,865.92
Falmer	1,275.31	1,487.87	1,700.42	1,912.97	2,338.07	2,763.17	3,188.29	3,825.94
Firle	1,322.59	1,543.03	1,763.46	1,983.89	2,424.75	2,865.61	3,306.49	3,967.78
Hamsey	1,315.68	1,534.96	1,754.24	1,973.52	2,412.08	2,850.63	3,289.21	3,947.04
Iford	1,303.65	1,520.92	1,738.20	1,955.47	2,390.02	2,824.56	3,259.13	3,910.94
Kingston	1,347.29	1,571.84	1,796.39	2,020.94	2,470.04	2,919.13	3,368.24	4,041.88
Lewes	1,425.39	1,662.96	1,900.52	2,138.09	2,613.22	3,088.34	3,563.49	4,276.18
Newhaven	1,386.10	1,617.12	1,848.13	2,079.15	2,541.18	3,003.21	3,465.26	4,158.30
Newick	1,308.28	1,526.33	1,744.37	1,962.42	2,398.51	2,834.60	3,270.71	3,924.84
Peacehaven	1,351.44	1,576.68	1,801.92	2,027.16	2,477.64	2,928.11	3,378.61	4,054.32
Piddinghoe	1,323.09	1,543.60	1,764.12	1,984.63	2,425.66	2,866.68	3,307.73	3,969.26
Plumpton	1,327.36	1,548.59	1,769.81	1,991.04	2,433.49	2,875.94	3,318.41	3,982.08
Ringmer	1,304.22	1,521.59	1,738.96	1,956.33	2,391.07	2,825.80	3,260.56	3,912.66
Rodmell	1,307.90	1,525.88	1,743.87	1,961.85	2,397.82	2,833.77	3,269.76	3,923.70
St Ann Without	1,270.29	1,482.01	1,693.72	1,905.44	2,328.87	2,752.29	3,175.74	3,810.88
St John Without	1,270.29	1,482.01	1,693.72	1,905.44	2,328.87	2,752.29	3,175.74	3,810.88
Seaford	1,327.73	1,549.01	1,770.30	1,991.59	2,434.17	2,876.73	3,319.33	3,983.18
Southeast	1,270.29	1,482.01	1,693.72	1,905.44	2,328.87	2,752.29	3,175.74	3,810.88
South Heighton	1,299.42	1,515.99	1,732.56	1,949.13	2,382.27	2,815.40	3,248.56	3,898.26
Streat	1,298.75	1,515.20	1,731.66	1,948.12	2,381.04	2,813.94	3,246.88	3,896.24
Tarring Neville	1,270.29	1,482.01	1,693.72	1,905.44	2,328.87	2,752.29	3,175.74	3,810.88
Telscombe	1,343.86	1,567.84	1,791.81	2,015.79	2,463.74	2,911.69	3,359.66	4,031.58
Westmeston	1,300.42	1,517.16	1,733.89	1,950.63	2,384.10	2,817.57	3,251.06	3,901.26
Wivelsfield	1,319.03	1,538.86	1,758.70	1,978.54	2,418.22	2,857.88	3,297.58	3,957.08

9. Determine that the Council's basic amount of Council Tax for 2019/20 is not excessive in accordance with the principles approved under Section 52ZB of the Local Government Finance Act 1992, as amended.

Note: As the billing authority, the Council has **not** been notified by a major precepting authority that its relevant basic amount of Council Tax for 2019/20 is excessive and that the billing authority is not required to hold a referendum in accordance with Section 52ZK Local Government Finance Act 1992, as amended.

Recorded Vote in accordance with the requirements of the Local Authorities (Standing Order) (England) (Amendment) Regulations 2014:

For the Motion:

Councillors S Adeniji, S Barnes, N Bikson, L Boorman, J Carr, S Catlin, M Chartier, S Davy; W Elliott, N Enever, P Franklin, P Gardiner, S Gauntlett, B Giles, J Harrison-Hicks, O Honeyman, V Ient, T Jones, A Lambert, I Linington, R Maskell, E Merry; D Neave, T Nicholson, O'Keeffe, S Osborne, J Peterson, R Robertson, S Saunders, A Smith, R Turner and L Wallraven (32).

Against the Motion:

Councillors J Denis, S Murray, and T Rowell (3).

(Note: Councillor Carter left the meeting prior to the vote being taken on this item and therefore is not recorded as voting above).

54 Matters referred from Cabinet and other Council bodies

The following matters were submitted to the Council for decision.

(a) Annual treasury management strategy statement and investment strategy 2019-2020 to 2020-2021 - Minute Extract

The Chair of the Council, Councillor Gauntlett, moved and Councillor Catlin seconded the motion that the recommendation of the Cabinet held on 11 February 2019 relating to minute 61 (Annual treasury management strategy statement and investment strategy 2019-2020 to 2020-2021) be received and adopted.

The motion was put to the meeting and **Declared Carried**.

Resolved:

- 1) To approve the treasury management strategy and annual investment strategy as set out in the Cabinet report and at appendix 5 to the Cabinet report.
- 2) To approve the methodology for calculating the minimum revenue provision as set out at paragraph 2.3 of the Cabinet report and at appendix 2 to the Cabinet report.

- 3) To approve the prudential and treasury indicators as set out in the Cabinet report.
- 4) To approve the investment categories, limits and creditworthiness policy, set out at appendix 6 to the Cabinet report; and
- 5) To approve the Capital Strategy as set out at appendix 1 to the Cabinet report.

(b) Review of Lewes District Council's Gambling Statement of Principles - Minute Extract

The Chair of the Council moved and Councillor Catlin seconded the motion that the recommendation of the Licensing Committee held on 11 December 2019 relating to Minute 12 (Review of the Lewes District Council's Gambling Statement of Principles) be received and adopted.

The motion was put to the meeting and **Declared Carried**.

Resolved:

That the reviewed and revised Statement of Gambling Principles for Lewes District Council be adopted.

55 Memberships

Resolved to note that:

- a) Councillor Murray has replaced Councillor O'Keeffe on Scrutiny Committee; and
- b) As a result of a political balance review:
 - Councillor Murray has replaced Councillor Osborne on Devolution Committee; and
 - Councillor Neave has replaced Councillor Gardiner on Planning Applications Committee.

56 Notices of motion.

The Chair of the Council reported that the following notices of motion had been submitted under Council Procedure Rule 14.

1. Renewable Energy – Proposed by Councillor Ient

Councillor Ient moved and Councillor Osborne seconded:

“That this Council resolves to bring forward the date for implementation of the renewable energy schemes motion which was carried on 16 July 2018 whereby the implementation period is brought forward from 1 September 2019 to 1 April 2019, in recognition that the Council is already in the position to put this in place from the earlier date of 1 April 2019”.

The motion was put to the vote and it was **Resolved (Carried)**.

2. Amendment to deadline for receipt of Questions – Proposed by Councillor Ient

Councillor Ient withdrew this motion at the meeting, as following discussions with Councillor Nicholson he agreed that this would be better considered by a future Council when reviewing the Constitution.

3. Air Source Heat Pumps – Proposed by Councillor Rowell

Councillor Rowell moved and Councillor Catlin seconded that:

‘This Council will set aside up to £10,000 to undertake a feasibility study to assess whether the capital and running costs involved to both the Council and tenants of installing air source heat pumps in existing and new properties is a viable option both in terms of cost and carbon emissions reduction for the future and report back to Cabinet by 30 June 2019, subject to the Chief Finance Officer in consultation with the Cabinet Member for Finance identifying the funding for the feasibility study from limited contingency monies contained in the Council budget for 2019/20.’

The motion was put to the vote and it was **Declared Lost**.

4. Clearing Litter on A26 and A27 – Proposed by Councillor Linington

Councillor Linington moved and Councillor Ient seconded that:

‘This Council calls on the Secretary of State for Transport, working as necessary with the Secretary of State for the Environment, to achieve the transfer of responsibility for clearing litter from the A26 and A27 within Lewes District to Highways England and that the Cabinet Member for the Environment shall write to the Secretary of State for Transport to make the case for this.’

In moving this motion, Councillor Linington advised that if the motion was supported she may appropriate other East Sussex Councils to join with Lewes Council on the request to Government, and it was suggested she might in addition seek support from the local MPs and Town and Parish Councils, although this did not form part of the formal motion.

The motion was put to the vote and it was **Resolved (Carried)**.

5. Tackling Littering – Proposed by Councillor Rowell

Councillor Rowell moved and Councillor Denys seconded that:

‘This Council will therefore set aside up to £50,000 to devise and implement a strategy that will look at education, prevention, extra bins and extra staff to reduce and if possible eliminate the reliance on volunteers to keep Lewes District clean and tidy, subject to Officers being instructed to provide an early report to Cabinet setting out a business case for the strategy and its implementation, including identification of the cost implications and a proposal for how this will be funded from limited contingency monies contained in the Council budget for 2019/20.’

The motion was put to the meeting and it was **Declared Lost**.

6. Drug Litter – Proposed by Councillor Denis

Councillor Denis moved, and Councillor Catlin seconded:

‘That this Council will put in place a strategic approach to drug litter and refuse by facilitating and encouraging reporting, using reporting evidence to prioritise regular clean-ups of frequently used areas and by working with such other agencies towards reducing litter.’

The motion was put to the vote and it was **Declared Lost**.

7. Tackling Dog Poo – Proposed by Councillor Denis

Councillor Denis moved, and Councillor Catlin seconded:

‘That this Council will introduce such measures as Green Dog Walkers, Dog Poo Fairy, or other suitable methodology to reduce the incidence of dog poo and bagged dog poo left in our amenity and green spaces at the earliest opportunity.’

The motion was put to the vote and it was **Declared Lost**.

8. Graffiti – Proposed by Councillor Denis

Councillor Denis moved, and Councillor Rowell seconded that:

‘This Council will

- a) work with young people and strategic partners to address graffiti by:
 - supporting the creation of legitimate creative graffiti spaces;
 - encouraging reporting and prompt removal of graffiti which impacts negatively on communities;
 - considering resourcing a longer-term plan to reduce the incidence of graffiti.
- b) In the meantime, actively encourage the reporting of graffiti through the Council’s reporting app, Report It! (rather than Fix my Street), or by otherwise contacting the Council.’

The motion was put to the vote and it was **Declared Lost**.

9. Provision of Changing Places Toilets – Proposed by Councillor Adeniji.

Councillor Adeniji moved and Councillor Boorman seconded:

‘That this Council actively pursues the provision of more Changing Places toilets in the district by:

- When upgrading or renovating any of its toilets considering whether a changing Places toilet can be installed in addition to standard accessible toilets and managed from the location;

- When installing new public toilets considering whether a changing Places toilet as well as standard accessible toilets can be installed and managed from the location; and
- Encouraging its partners and campaigning for the provision of Changing Places toilets in the district with the aim of having at least one Changing Place Toilet in every Town.

Councillor Rowell moved and Councillor Denis seconded two amendments to the motion that:

1. 'At the end of each sentence of the first 2 bullet points add after the word location 'and if considered appropriate then a Changing Places Toilet will be installed'.
2. 'At the end of bullet point 3 add after Town 'and village with a population of over 2,000. The Council will provide grant funding if deemed appropriate in order to facilitate this'.

Councillor Adeniji agreed that he was happy for the first amendment to be incorporated into his motion.

The amended motion including both amendments was then put to the vote and **Declared Lost**.

The original motion as amended (incorporating the first amendment) was put to the vote and **Resolved (carried)**.

57 **Written questions from Councillors**

Councillor Carter submitted two written questions to the Leader of the Council in accordance with Council Procedure Rule 12 as set out below:

Question 1

“Along with my fellow Green Councillors, whilst we recognise and applaud the significant improvements the Council has made to our recycling rates, we wonder when we are going to set ourselves new and higher targets for recycling? I note that Wales is aiming for a target of 70% recycled waste by 2025, and that in England there is a national commitment to meet a waste directive recycling target of 50% by 2020 – which is in only one year’s time. Could the leader let me know what he will be doing to ensure we set and then meet a higher target for our food waste and recycling? “

Question 2

“As reported in the Independent and elsewhere, it seems that the Lewes job centre is no longer making referrals to the food banks for those in need. The DWP has given a national directive that the Lewes job centre has interpreted as meaning that they can no longer refer people to the food banks (although they will signpost them to other organisations to get a referral). This is really difficult as the job centre is often the authority in the best position to assess someone's financial need, and food banks need to have people properly referred. People who are already in need are being put into a really tricky and stressful situation as they have to then try and get a referral from another

organisation such as the CAB who will not have as good an overview of their financial needs.

Whilst this situation is clearly not under the District Council's control, there are actions the council could take to help, such as discussions with the job centre or enabling council staff to help with food bank referrals.

Please could the leader let me know what the council can do to help those residents in need access food banks?

(Report from the Independent: <https://www.independent.co.uk/news/uk/home-news/food-banks-universal-credit-dwp-jobcentres-uk-a8769921.html>)”

Councillor Carter had had to leave the meeting prior to asking the questions in person. However, the Leader of the Council agreed to provide the following written responses to the questions:

Response to Question 1:

“The new co-mingled dry mixed recycling (DMR) service is performing very well. Collections of DMR have increased dramatically since the Council replaced the old system of boxes and bags with a single wheelie bin. (DMR/Dry) Recycling rates for 2017/18 were 19.3% but now stand at 29.7%. Food and garden waste collected add just over a further 10 percentage points to the total recycling.

The Food Waste Service is being heavily promoted by the new Waste and Recycling Engagement Coordinator working with schools and community groups; the offer of free caddy liners has been very popular and reminder training to collection operatives about the importance of collecting food waste is ongoing. For January 2018 the food waste tonnage stood at 82.34tns, 2.89% of the total recycling. For January 2019 the food waste tonnage stands at 100.78tns, being 3.61% of the total recycling.

The Green Waste Service continues to grow with a total of 4,578 customers (to date 18.2.19). The introduction in November 2018 of the half price second bin has been well received with over 30 existing customers taking advantage of the offer. For 2017/18 total Green Waste collected stood at 682.130tns being 2.47% of total recycling. For 2018/19 to date (18.2.19) Green waste stands at 1,495.29tns being 5.81% of total recycling.

The Council is making good progress towards the 50% target particularly with:

- The well-received co-mingled recycling service
- Maintaining both the steady growth of new customers joining the Food Waste Service and the number of customers staying with the service provides an estimated 2% increase in tonnage from 2017/18

Maintaining both the steady growth of new customers joining the Green Waste Service and the number of customers staying with the service provides an estimated 3% increase in tonnage from 2018/19.”

Response to Question 2:

“DWP has re-issued its guidance to its staff which is that they can signpost people to Foodbanks but may not make referrals.

However, foodbanks can take referrals from a range of agencies that are in a position to make appropriate referrals based on the knowledge they have. This includes the Council’s own housing staff as well as health workers, social care staff and advice agencies. The foodbanks themselves may have different rules about referrals and how they issue food. However, the general principle is that the foodbanks use a referral system to ensure that the people to whom they issue food are those with a financial need for this, and have access to the advice and practical help they need to address any underlying issues.”

58 Questions to the Leader of the Council

The following questions were asked to the Leader of the Council. Using his discretion, the Chair waived the normal limit of 5 questions.

Questioner	Question
1. Councillor Catlin	I hear rumours that new guidelines for the use of Lewes Precinct by traders etc are to be revised. Will Lewes members be consulted on this or will it be an officer decision in the best tradition of big sibling?
	<p>Response Councillor Smith advised that he understood these were at the early stages of development. There would be a consultation with Lewes Councillors, and in due course it would come back to the Licensing Committee for decision.</p>
2. Councillor O’Keefe	Two years ago a section of Lewes Town received poll cards giving the wrong polling station given. Recently the same area of the town received poll cards for the local plan referendum with the same mistake made. Staff have been quick to respond to my correspondence about this but I am concerned that it was possible for this to happen twice. What is Lewes District Council doing to support the staff in the electoral services team to help to make sure that all polling cards in future have the correct polling station on them?
	<p>Response Councillor Smith responded that he had received assurances that this had been taken on board and would be rectified in the polling station review, and he would hope that this was done before the next elections.</p>
3. Councillor Denis	In the light of recent correspondence between Lewes District Council and Lewes Community Land Trust (LCLT), which all Councillors will have seen, how will the Council ensure that Lewes town families on median local wages benefit from the "affordable" housing to be provided at North Street Quarter,

	<p>and, given that Community Land Trusts like LCLT and the newly-formed Ringmer Area Community Land Trust, will embody asset locks to protect their assets in perpetuity for the benefit of their communities, what role do you envisage for Community Land Trusts?"</p>
	<p>Response Councillor Smith provided a written response stating that: The Council believes that CLTs like the Lewes Community Land Trust and Ringmer Community Land Trust are important partners in achieving the Council's ambitions to deliver new homes for communities. The Council works closely through Sussex Community Housing Hub to support any community that wants to set up a land trust and is fully supportive of applications to achieve grant funding available through Homes England.</p> <p>The Council is very supportive of the aims and objectives of the Lewes CLT and is currently working with them on a number of new homes in the town that would use Council land and government grant funding.</p> <p>The affordable housing element of the North Street Quarter development was approved by the planning authority (South Downs National Park Authority) as part of the detailed permission that was granted back in May 2016.</p> <p>The Council is committed to helping the Trust in its ambition to acquire new homes at the NSQ, but this is something that will need to be discussed with the developer, once appointed. In the first instance, the Council is keen to work with the Trust to prepare a proposal that can be discussed with the majority landowner - North Street Quarter Limited."</p>
4. Councillor Osborne	<p>As this is the last Council meeting for many Councillors, would the Leader and all Councillors join me in giving a wholehearted thanks to the Officers for their outstanding work over the last 4 years often in difficult circumstances?</p>
	<p>Response Councillor Smith agreed he would add his support to this sentiment. He stated it was very well deserved, especially given the joint transformation programme and he had been very impressed with the way staff had conducted themselves through this time.</p>
5. Councillor Saunders	<p>Relating to the Newhaven Square development, is there a date yet for the public consultation on the Council's final design for a Town Centre scheme in Newhaven? If this is not known, can the Council look to work with the Town Council and make better use of the redundant facilities in Newhaven Square, whilst the protracted negotiations and designs continue?</p>

	<p>Response Councillor Smith agreed to respond in writing to the question.</p>
6. Councillor Davy	<p>Our small businesses in the District will welcome the Cabinet's new initiative policy. A discount of one third off the rates bill for eligible firms and enterprises that have a rateable value of under £51k helps, but in my view, I think it is time to help small and medium businesses more. (Small medium businesses are classified as between 10-49 employees. Micro is 0-9).</p> <p>One way to help would be to raise the level at which business have to pay VAT: currently from £85k but raise the turnover level to £250k. It makes sense and is not complicated to put in place, but this decision must be made by Central Government.</p> <p>By the time wages and salaries are paid, plus employer's national insurance contribution, plus rent and rates, even a small enterprise will reach an £80k turnover. They are then liable for VAT, making it near impossible for our small businesses to make even a small profit. Small business should be financially encouraged to succeed and thrive in the hope of helping them to expand and create more local jobs in the district.</p> <p>VAT is not paid on profits, but on total turnover, so a firm can be making a loss, but be liable for VAT, whereas corporation tax is paid on profits. Increasing the threshold to £250k would be a simple way of helping our small firms in the District and also trickles down the line to help reduce our cost of living.</p> <p>May I call up on the Leader, Councillor Andy Smith, on behalf of Lewes District Council to write to: Greg Clark, Secretary of State for Business, Energy and Industrial Strategy, asking the Government to seriously consider changing the VAT threshold.</p>
	<p>Response Councillor Smith responded that he would be happy to do this, but would want to see further detail first. He was concerned that given the Chancellor had consulted on bringing VAT down to £20k in line with the EU position to bring in additional revenue of £2B, even though it was voted down, it may be difficult to get this proposal through the Treasury. However, he did recognise this could be a straightforward way to support small local businesses.</p>

59 Ward issues

No ward issues had been raised.

60 Reporting back on meetings of outside bodies

- Councillor Catlin provided a verbal update on the recent Southern Community Rail Partnership AGM, and advised that full copies of the AGM notes could be obtained from Committee Services on request.
- Councillor Nicholson provided a verbal update on the Police and Crime Panel meeting held on 1 February 2019, which had approved the precept. He advised on how the increase would be spent, and highlighted the importance of maintaining Council links to this work.

61 Changes to Scheduled Meetings

The Council noted that:

- The annual meeting of Full Council would now take place on 20th May 2019 (6pm) instead of 15th May 2019 due to proximity of original date to the elections.
- The Planning Applications meeting scheduled for 22nd May 2019 had been cancelled due to the proximity to annual council and the next scheduled meeting.
- The option of a fifth Council had been added to the calendar of meetings on 25 September 2019
- The annual meeting of Council in 2020 would now be held on 13 May 2020.
- Full Council would be asked to ratify its final calendar of meetings for 2019/20 at the annual council meeting on 20 May.

The meeting ended at 8.42 pm

Councillor Stephen Gauntlett (Chair)